

Reorgani- zation	The reorganization meeting of the Township Committee of Harmony Township,Township, Warren County, New Jersey was Township, Warren County, New Jersey MunicipalMunicipal Clerk Kelley D. Smith. DMunicipal Clerk Kelley D. Smith. followingfollowing announcement: Adequate notice of this meeting was given for accordanceaccordance with theaccordance with the Opaccordance with the Open Public Meeting thethe methe meeting to the Star Gazette and The Express-Times, posting a the meeting thereofthereof on the Township bulleting boardthereof on the Township bulleting board at officeoffice of the Municipal Clerk. Toffice of the Municipal Clerk. The Poffice of the Mayor's Flag was led by the Deputy Clerk.
Roll call	PresentPresent were CommitteewomPresent were Committeewoman Abigail Crouse, Clerk Burdge,Burdge, Committeeman Louis MatteiBurdge, Committeeman Louis Mattei, Attorney Nevitt Duveneck.
Oath of Office	Abigail Crouse, newly elected Committeewoman, was administered her Oath of Office by the Deputy Municipal Clerk
Appoint- ments	
Mayor	MovedMoved by BurdMoved by BurdgMoved by Burdge and seconded by Crouse to appoint MayorMayor for the year 2004. Roll Call: Ayes: BurMayor for the year 2004. Roll Call: Ayes: Burdge. Nays: none. LouisNays: none. Louis MatteNays: none. Louis Mattei was appointed Deputy Clerk and assumed his duties as Mayor.
Deputy Mayor	Moved by Mattei and seconded by Crouse to appoint John Burdge as DeputyDeputy Mayor for the year 2004.Deputy Mayor for the year 2004. Roll Call: Ayes: Burdge.Burdge. Nays: none. John Burdge. Nays: none. John BurdBurdge. Nays: none. John Burdge assumed his duties as Deputy Mayor by the Deputy Clerk.
Statement By Mayor	Mayor Mattei addressed the members of the public and the professionals onon behalf of the con behalf of the committee anon behalf of the committee and staff of Harmony. He discussed the changeschanges that have been changes that have been made durichanges that have been made in the past and policies and what he plans for during 2004 in Harmony.
Municipal Clerk Appoint- ment R:04-01	Moved by Mattei and seconded by Burdge to adopt the following resolution:  RESOLUTION APPOINTING KELLEY D. SMITH AS MUNICIPAL CLERK FOR THE TOWNSHIP OF HARMONY, WARREN COUNTY, STATE OF NEW JERSEY  WHEREAS, the Township Committee of the Township of Harmony has established the position of Municipal Clerk pursuant to the provisions of N.J.S.A. 40A:9-133; and due to the retirement of Municipal Clerk Loyce C. Johnson effective December 31, 2003 it has become necessary to fulfill the vacant position;  WHEREAS, the Township Committee deems it in the best interests of the residents of the Township of Harmony to replace this vacancy with the most qualified and experienced candidate for this position;

WHEREAS, Kelley D. Smith, has obtained the Registered Municipal Clerk Certification and has demonstrated that her qualifications as Deputy Municipal Clerk fulfill the needs of the Township;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Harmony on this 6<sup>th</sup> day of January, 2004 that Kelley D. Smith be appointed to the position of Municipal Clerk pursuant to N.J.S.A 40A:9-133 which provides for a three-year appointment effective January 6, 2004; and

BE IT FURTHER RESOVLED that Kelley D. Smith shall receive such compensation as shall be provided under ordinance fixing the salaries of several township officers and officials of the Township of Harmony, County of Warren, State of New Jersey, as the same shall be amended or supplemented from time to time.

Roll Call: Ayes: Mattei, Burdge, Crouse. Nays: none. Kelley Smith was administered the Oath of Office by Municipal Attorney William Edleston.

R:04-02                      Moved by Mattei and seconded by Crouse to adopt the following resolution:

APPOINTMENT OF VARIOUS  
MUNICIPAL OFFICES

BE IT RESOLVED by the Township Committee of the Township of Harmony that:

WHEREAS, the Township Committee of the Township of Harmony is required by law to make various appointments to fill various municipal positions and offices in the Township of Harmony for calendar year 2004 as part of its annual reorganization; and

WHEREAS, the Township of Harmony desires to incorporate these appointments, some of which are statutory and others which involve rendering of professional services, which do not require public advertising or bidding on this memorializing resolution;

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Harmony that the following individuals are hereby appointed to the positions opposite their names and for the term specified therewith:

<u>of Office</u>	<u>Individual Appointed</u>	<u>Position</u>	<u>Term</u>
	Kelley D. Smith	Certifying Agent for	
		1 Year	
		Department of Personnel	
Kelley D. Smith	Affirmative Action		1 Year
	Compliance Officer		

J. Richard Collins	9-1-1 Coordinator	1 Year
Wesley Garrison	Deputy 9-1-1 Coordinator	1 Year
Theresa Rogers	Animal Control Officer	1 Year
William R. Edleston	Municipal Attorney (professional services pursuant to N.J.S.A. 40A:11-5)	1 Year
Nevitt Duveneck, P.E. Finelli Consulting Engineers, PC	Municipal Engineer (professional services pursuant to N.J.S.A. 40A:11-5)	1 Year
	Deputy Zoning Officer	1 Year
	Certified Public Works Manager	1 Year
John S. Fritts	Public Officer	1 Year
Steven J. Madonna, Esq.	Environmental Attorney (professional services pursuant to N.J.S.A. 40A:11-5)	1 Year
Elizabeth C. McKenzie	Planning Consultant	1 Year
Karen Buckley	Recycling/Clean Communities Coordinator	1 Year
Abigail J. Crouse	Land Use Board Member Class III	1 Year
Louis G. Mattei	Solid Waste Advisory Council Representative	1 Year
Abigail J. Crouse	Alternate Solid Waste Advisory Council Representative	1 Year
Scott Watkins, P.E.	Environmental Engineer (professional services pursuant to N.J.S.A. 40A:11-5)	1 Year
James H. Knox, Esq.	Special Counsel	1 Year
Frank I. McLain, Jr.	Groundskeeper	1 Year
Michael Sinicrope	Historic Preservation Commission	4 Years
Dinah Rush	Historic Preservation Commission	4 Years

BE IT FURTHER RESOLVED that a copy of this Resolution shall remain on file and be available for public inspection in the

office of the Municipal Clerk of the Township of Harmony during regular business hours.

Roll Call: Ayes: Mattei, Crouse, Burdge. Nays: none

Appoint-  
ments by  
Mayor

Mayor Mattei made the following appointments:

Land Use Board Members

Class II	Zoning Officer; John Fritts	1 year
Class IV	Brian Tipton	4 years

Environmental Commission

William Rosebrock	3 years
James Wright	3 years
Michael Hedlund Alt. #1	2 years
Karen Rose Alt. #2	2 years

Emergency Management Council

	<u>1 year</u>
J. Richard Collins	Public Information Officer
Charles Vegh	Shelters
Wesley D. Garrison	Fire, Rescue & Hazardous Materials
James Fox	Public Works & Resource Management
Ruth Latourette	Evacuation
James D. Hutchinson, Jr.	Communications
Joann Minchin	Reception & Care
Barry Smith	RACES
Elaine Sherry Smith	RACES

Consent  
Agenda

Moved by Burdge and seconded by Mattei to approve the consent agenda which included the following resolutions:

R:04-03

PROFESSIONAL SERVICES RESOLUTION  
MUNICIPAL AUDITOR

WHEREAS, there exists a need for a municipal Auditor to be appointed to represent the township of Harmony in various auditing/non-auditing matters in which the Township may become involved; and

WHEREAS, the Township has provided funds for expenditures dealing with such representation in an appropriation entitled Finance OE and said funds have certified as being available by the Township Treasurer; and

WHEREAS, DOUGLAS R. WILLIAMS of ARDITO & CO., LLP has submitted a statement of anticipated fees indicating that all such services will be rendered on the basis of actual billable hours per various hourly rates, which the Township of Harmony deems fair and equitable for said professional services; and

WHEREAS, the Local Public Contracts Law (N.J.S.A.40A:11-1, et seq.) requires that the Resolution authorizing the award of contracts for

Professional Services without competitive bids and the contract itself must be available for public inspection; and

WHEREAS, ARDITO & CO., LLP agree to incorporate into this contract the mandatory language of subsection 3.4(a) of the Regulations promulgated by the Treasurer pursuant to P.L. 1975, c.127, as amended and supplemented from time to time and the contractor or subcontractor agrees to comply with the terms, provisions and obligations of said subsection 3.4(a) provided that said subsection shall be applied subject to the terms of subsection 3.4(d) of said Regulations; and

WHEREAS, the parties to this contract agree to incorporate into this contract the mandatory language of section 5.3 of the Regulations promulgated by the Treasurer pursuant to P.L. 1975, c.127 as amended and supplemented from time to time and the contractor or subcontractor agrees to comply with the terms, provisions and obligations of said section 5.3.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Harmony, of the County of Warren, as follows:

1ÿÿ The Mayor and Clerk of the Township of Harmony are hereby authorized and directed to execute a duplicate of this Resolution, which shall act as the authority and agreement between the Township of Harmony and ARDITO & CO., LLP, retention as auditors on and in behalf of the Township of Harmony for the year 2004.

1ÿÿ The services to be rendered by ARDITO & CO., LLP as Auditors, shall be on an on-going basis, on a need requirement as sought by the Township of Harmony at rate of various hourly rates.

3. This contract is awarded without competitive bidding as a Professional Service in accordance with N.J.S.A. 40A:11-5(l)(a) of the Local Public Contracts Law because Douglas R. Williams is a licensed auditor of the State of New Jersey and as such is duly qualified as a professional to carry out the subject services, which are expressly exempt from the Local Public Contracts bidding requirements.

4. ARDITO & CO., LLP shall execute an Affirmative Action Affidavit, to be completed by firms with less than 50 employees in the form prescribed by the State of New Jersey attesting to its compliance with P.L. 1975, c.127 and the rules and regulations pursuant thereto.

2ÿÿ A notice of this action shall be printed once in the Star Gazette .

1ÿÿ Copies of this Resolution shall be forwarded to ARDITO & CO., LLP, the Municipal Clerk and the Township Treasurer.

BE IT FURTHER RESOLVED that a copy of this Resolution shall remain on file and be available for public inspection in the office of the Municipal Clerk of the Township of Harmony during regular business hours.

R:04-04 RESOLUTION ADOPTED AT MEETING ASSEMBLED BY  
THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF  
HARMONY ON JANUARY 6, 2004 ESTABLISHING THE  
RATE OF INTEREST TO BE CHARGED FOR NON-PAYMENT  
OF REAL PROPERTY TAXES WHEN THE SAME SHALL  
BECOME DUE AND PAYABLE

WHEREAS, pursuant to N.J.S.A. 54:4-66, taxes are payable each and every year in four installments, to wit: February 1, May 1, August 1 and November 1, respectively, following which dates if the same remain unpaid, they become delinquent; and

WHEREAS, pursuant to N.J.S.A. 54:4-67, the governing bodies of municipalities may fix the rate of interest to be charged, among other things, for non-payment of delinquent taxes owing them; and

WHEREAS, N.J.S.A. 54:4-67 has been amended to define a tax delinquency as follows:

Delinquency means the sum of all taxes and municipal charges due on a given parcel of property covering any number of quarters or years. The governing body may also fix a penalty to be charged to a taxpayer with a delinquency in excess of Ten Thousand (\$10,000.00) Dollars who fails to pay the delinquency prior to the end of a calendar year. The penalty so fixed shall not exceed six (6%) per cent of the amount of delinquency ; and

WHEREAS, N.J.S.A 54:5-61 has been amended relating to the amount to be charged on account of a tax sale certificate as follows:

When the taxes, interest and costs so exceed the sum of Five Thousand (\$5,000.00) Dollars, such additional sum shall be equal to four (4%) percent of such amount paid; and when that sum exceeds the sum of Ten Thousand (\$10,000.00) Dollars, such additional sum shall be equal to six (6%) per cent of such amount paid. This section shall also apply to all existing certificates held by municipalities on the effective date of this act ;

NOW, THEREFORE BE IT RESOLVED BY THE Township Committee of the Township of Harmony that commencing with the installment payments due on February 1, 2004 for real property taxes and thereafter during each and every succeeding quarterly period, interest shall be charged at the rate of eight (8%) per cent per annum on the first \$1,500.00 of the delinquency and eighteen (18%) per cent per annum on any amount in excess of \$1,500.00 to be calculated from the date the tax was payable until the date of actual payment; provided, however, that no interest shall be charged if payment of any installment is made within ten days after the date upon which the same shall become payable;

BE IT FURTHER RESOLVED by the Township Committee that a penalty of six (6%) per cent of any tax delinquency in excess of Ten Thousand (\$10,000.00) Dollars shall be charged to any taxpayer who has incurred same where said delinquency is not incurred prior to the end of the calendar year;

BE IT FURTHER RESOLVED that the Township of Harmony hereby charges such additional six (6%) per cent penalty on all existing tax sale certificates held by the Township where said sum exceeds Ten

Thousand (\$10,000.00) Dollars, which penalty shall be applied to all certificates presently held by the Township as well as those which may be subsequently acquired by it as a result of future tax sales.

R:04-05

RESOLUTION BY THE TOWNSHIP COMMITTEE OF  
THE TOWNSHIP OF HARMONY, COUNTY OF WARREN,  
STATE OF NEW JERSEY, DESIGNATING A CASH  
MANAGEMENT PLAN

WHEREAS, P.L. 1983, Chapter 8, Local Fiscal Affairs Law, N.J.S.A.40A:5-2, 5-15.1 has amended to require that each municipality designate a Cash Management Plan for the deposit of local unit s monies.

I. STATEMENT OF PURPOSE

This Cash Management Plan (the Plan ) is prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for the deposits ( Deposits ) and investments ( Permitted Investments ) of certain public funds of the Township of Harmony, pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest bearing accounts or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to insure the safety, the liquidity (regarding the availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to insure that any Deposit or Permitted Investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Harmony that the following Cash Management Plan be adopted by the Township of Harmony:

II. IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN

- A. The Plan is intended to cover the deposit and/or investment of the following funds and accounts of the Township of Harmony:

<u>United Trust Bank, Hillcrest Branch</u>	
General Fund	#02-222-232-9
General Fund	#820-331-1
Gov t Money Mkt Fund	#606600169
Trust Fund	#620-684-0

Fleet Bank, Hackettstown Branch

Escrow Fund #08-080903

Peapack Gladstone Bank, Clinton Branch  
Capital Funds  
Checking #16-5-279-9  
Tier Money Mkt. #16-2-0139-8

Morgan Stanley Trust, Jersey City Branch  
State of NJ Cash Management Fund  
#171-000105546  
#171-000098796

2ÿÿ It is understood that this Plan is not intended to cover certain funds and accounts of the Township of Harmony specifically:

United Trust Bank, Hillcrest Branch  
Dog Trust Fund  
Account #  
0022222310  
Payroll Account  
Account # 265-  
690-6

\_\_\_\_\_ III DESIGNATION OF OFFICIALS OF THE TOWNSHIP  
OF  
\_\_\_\_\_ HARMONY AUTHORIZED TO MAKE DEPOSITS AND  
INVESTMENTS UNDER THE PLAN

\_\_\_\_\_ A. The Chief Financial Officer of the Township of Harmony is hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such deposits or any Permitted Investments, such officials of the Township of Harmony are directed to supply to all depositories or any other parties with whom the Deposits or Permitted Investments are made a written copy of this Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgment kept on file with such officials.

B. Designation of Official Depositories:

1. The following financial institutions are designated as official depositories:

within All Official Depositories Located  
the State of New Jersey Federal  
Reserve Bank New Jersey Cash  
Management Plan  
under the direction of the Chief  
Officer.

Financial

2. Designated official depositories are required to submit to the Chief Financial Officer of the Township of Harmony a copy



of the State of New Jersey, Department of Banking, Governmental Unit Deposit Protection Act notification of eligibility which must be filed semi-annually in the Department of Banking as of June 30 and December 31 of each year.

- \_\_\_\_\_ 3. Designated official depositories are required to submit to the Chief Financial Officer a copy of the institution s Annual Report on an annual basis.

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DEALERS  
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DEAL

IV. DESIGNATION OF BROKERAGE FIRMS AND WITH WHOM THE DESIGNATED OFFICIALS MAY

A. The following brokerage firms and/or dealers and other institutions are hereby designated as firms with whom the Designated Official(s) of the Township of Harmony referred to in this may deal for purposes of buying and selling securities identified in this Plan as Permitted Investments or otherwise providing for Deposits. All such brokerage firms and/or dealers shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgment to the Designated Official(s) referred to in Section III above.

B. Deposit of Funds:

All funds shall be deposited within forty-eight (48) hours of receipt in accordance with the State Statute.

1. Operating funds shall be deposited into interest bearing accounts to maximize interest earnings.
2. Trust funds may be deposited into interest bearing accounts. Non-interest bearing accounts should be regularly monitored for availability of funds for investment except where either State, Federal laws or local ordinance prohibit the earning of interest on such funds.

- 1ÿÿ Designation of Allowable Investment Instruments:  
The Township may permit deposits and investments in such depositories as permitted in Section 4 of P.L. 1970, (C.17:9-44).
- 1ÿÿ Definition of Acceptable Collateral and Protection of Township Assets:
1. All designated depositories must conform to all applicable State Statutes concerning depositories of public funds.
  2. All depositories shall obtain the highest amount possible of F.D.I.C. and/or F.S.L.I.C. coverage of all Township Assets (Demand and Certificate of Deposit).

3. Collateral will be required for all deposits and investments of the Township, except those in the State Cash Management Plan, collateral must have a market value of not less than 100 per cent of all deposits and investments.

V. AUTHORIZED INVESTMENTS

A. Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:

- 1. Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
- 2. Government money market funds.
- 3. Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;

1ÿÿ Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is located;

1ÿÿ Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by local units;

1ÿÿ Local government investment pools;

1ÿÿ Deposits with the State of New Jersey Cash Management Fund established pursuant to Section 1 of P.L. 1977, c. 281 (c.52:18A-90.4); or

1ÿÿ Agreements for the repurchase of fully collateralized securities if:

- 1ÿÿ the underlying securities are permitted investments pursuant to paragraphs (i) and (3) of this subsection a;
- 1ÿÿ the custody of collateral is transferred to a third party;
- 1ÿÿ the maturity of the agreement is not more than 30 days.
- 1ÿÿ The underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.236 (c.17:9-41); and
- 1ÿÿ a master repurchase agreement providing for the custody and security of collateral is executed.

For purposes of the above language, the terms government money market mutual fund and local government investment pool shall have the following definitions:

Government Money Market Mutual Fund. An investment

company or investment trust:

- 1ÿÿ which is registered with the Securities and Exchange Commission under the Investment Company Act of 1940", 15 U.S.C. sec. 80a-1 et seq., and operated in accordance with 17 C.F.R. sec. 270.2a-7.
- 1ÿÿ the portfolio of which is limited to U.S. Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities; and
- 1ÿÿ which has:
  - attained the highest ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or
  - retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the Investment Advisors Act of 1940", 15 U.S.C. sec. 80b-1 et seq., With experience investing in U.S. Government securities for at least the most recent past 60 months and with assets under management in excess of \$500 million.

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**Local Government Investment Pool.** An investment pool:

- 1ÿÿ which is managed in accordance with 17 C.F.R. sec. 270.2a-7;
- 2ÿÿ which is rated in the highest category by a nationally recognized statistical rating organization;
- 3ÿÿ which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities;
- 4ÿÿ which is in compliance with rules adopted pursuant to the Administrative Procedure Act , P.L. 1968, c.410 (c.52:14B-1 et seq.) By the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investments;
- 5ÿÿ which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and
- 6ÿÿ which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967 c.9 (c.49:3-56) and has at least \$25 million in capital

stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

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VI        SAFEKEEPING CUSTODY PAYMENT AND  
             ACKNOWLEDGMENT OF RECEIPT OF PLAN

To the extent that any Deposit or Permitted Investments involves a document or security which is not physically held by the Township of Harmony, then such instrument or security shall be covered by a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Township of Harmony to assure that there is not unauthorized use of the funds or the Permitted Investments that involve securities shall be executed by a delivery versus payment method to insure that such Permitted Investments are either received by the Township of Harmony or by a third party custodian prior to or upon the release of the Township of Harmony s funds.

To assure that all parties with whom the Township of Harmony deals either by way of Deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of the Plan in writing, a copy of which shall be on file with the Designated Official(s).

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VII        REPORTING PROCEDURES

A.        The Chief Financial Officer shall prepare for the Township Committee the following investment reports:

1.        Monthly reporting: A listing of all investments as part of the Chief Financial Officer s monthly report which shall include, at a minimum, the following information:

- 1ÿÿ       the name of the institution holding funds of the Township of Harmony as a Deposit or a Permitted Investment.
- 1ÿÿ       the amount of securities or Deposits purchased or sold during the immediately preceding month.
- 1ÿÿ       the class or type of securities purchased or Deposits made.
- 1ÿÿ       the book value of such Deposits or Permitted Investments.
- 1ÿÿ       the earned income on such Deposits or Permitted Investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earning during the immediately preceding month.
- 1ÿÿ       the fees incurred to undertake such Deposits or Permitted Investments.
- 1ÿÿ       the market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.
- 1ÿÿ       all other information which may be deemed reasonable from time to time by the governing body of the Township of Harmony.

2. The Chief Financial Officer shall prepare a schedule of outstanding investments for the independent auditors as of December 31 of each year and at other such times required by the auditors.

VIII MAXIMUM MATURITY POLICY

1ÿÿ Investments shall be limited to a maturity not to exceed one year on all operating funds unless a longer maturity is permitted within the provision of regulation promulgated by either the Federal or State Governments.

IX CONTROLS

1ÿÿ When possible, the internal controls should provide for a separation of the investment placement functions and the accounting activity. Controls must be designated for telephone orders, wire transfers and securities, safekeeping, only specifically designated personnel of the Department of Finance shall be allowed to conduct this part of the transactions and all activity should be subject to immediate written confirmation by the designated depository. The Chief Financial Officer shall review the day s activity.

X BONDING

1ÿÿ The following officials shall be covered by surety bonds to be examined by the independent auditor to insure their proper execution:

- 1ÿÿ Chief Financial Officer
- 2ÿÿ Tax Collector
- 3ÿÿ Staff members of the Department of Finance not covered by separate surety bonds shall be covered by public employees faithful performance bond in minimum amount of \$10,000.00.

XI COMPLIANCE

A. The Cash Management Plan of the Township of Harmony shall be subject to the annual audit conducted pursuant to N.J.S.A. 40A:5-4.

R:04-06 OF RESOLUTION BY THE TOWNSHIP COMMITTEE  
THE TOWNSHIP OF HARMONY, COUNTY OF WARREN  
STATE OF NEW JERSEY, IN REGARD TO REGULAR  
MEETING DATES

WHEREAS, Section 13 of the Open Public Meetings Act, Chapter 231, P.L. 1975, requires that at least once a year not later than January 10<sup>th</sup> of such year, every public body shall post and mail to newspapers designated by said body a schedule of the location, time and date of each regular meeting of said body during the succeeding year;

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Harmony, County of Warren and State of New Jersey, as follows:

1ÿÿ The regular meetings of the Township Committee of the Township of Harmony, County of Warren, State of New Jersey, shall be held at the Harmony Township Municipal Building, 3003 Belvidere Road, Phillipsburg, New

Jersey, at 7:30 p.m., prevailing time, on the following dates during 2004:

January 6

July 6

February 3

August 3

March

2

September

7

April 6

October 5

May 4

November 4

June 1

December 7

2. This Resolution shall take effect immediately.

R:04-7  
COMMITTEE OF  
OF

RESOLUTION BY THE TOWNSHIP  
THE TOWNSHIP OF HARMONY,COUNTY  
WARREN, STATE OF NEW JERSEY,  
DESIGNATING THE NEWSPAPERS TO RECEIVE  
NOTICES OF SAID TOWNSHIP

WHEREAS, Section 3d of the Open Public Meetings Act, Chapter 231, P.L. 1975 requires that certain notice of meetings be submitted to two newspapers, one of which shall be the official newspaper; and

WHEREAS, the second newspaper designated by this board must be one which has the greatest likelihood of informing the

public within the jurisdictional boundaries of this board of such meeting;

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Harmony, County of Warren and State of New Jersey, as follows:

1. The Star Gazette, Phillipsburg, New Jersey is hereby designated as the official newspaper to receive all notices as required under the Open Public Meetings Act.
- 1½ The Express-Times, Easton, Pennsylvania, shall be designated as the secondary newspaper.
3. This Resolution shall take effect immediately.

Roll Call: Ayes: Burdge, Mattei, Crouse. Nays: None.

Adjourn: Moved by Mattei, seconded by Burdge to adjourn the 2004 reorganization meeting at 7:15 p.m. Roll Call: Ayes: Mattei, Burdge, Crouse. Nays: None.

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Kelley D. Smith, Municipal Clerk